



Job Title: High School Assistant Band Director (Supplemental Assignment)

Supervisor: School Principal

Terms of Employment: This is a supplemental assignment in addition to regular teaching duties and is compensated according to the district supplement schedule. The position is a one-year appointment made at the discretion of the principal and is not guaranteed from year to year.

Job Summary:

- Supports the development and implementation of a comprehensive band program that promotes musical excellence, student engagement, and school pride.
- Works in collaboration with the High School Band Director to assist with rehearsals, performances, and program operations while ensuring a safe, well-managed, and inclusive environment for all participants.
- Provides positive and productive support aligned to the principal's vision and contributes to schoolwide goals related to student achievement, extracurricular engagement, and community involvement.

Essential Duties

Program Support and Performances

1. Support the High School Band Director in planning and executing concerts and performances, including the Fall Concert and Spring Concert.
2. Assist with coordination and implementation of the marching band program.
3. Attend all marching band rehearsals and performances.
4. Support band participation at home football games and other designated events.
5. Assist with community events, including parades and other performances as assigned.

Instructional Support

1. Support instruction during rehearsals, including small group work and individual student support.
2. Reinforce expectations for musical performance, practice habits, and rehearsal procedures.
3. Assist in preparing students for auditions and performances as directed by the Band Director.

Student Experience and Program Culture

1. Promote a positive and inclusive environment that supports student growth and connection.
2. Support recruitment, engagement, and retention of student members.
3. Encourage student responsibility, teamwork, and leadership within the band program.

Supervision and Safety

1. Assist the Band Director with supervision to ensure student safety during all meetings, events, and trips.
2. Support adherence to all district policies and safety procedures during band activities.

Communication and Collaboration

1. Communicate effectively with students and support communication with parents and school administration as directed.
2. Collaborate with the Band Director and other staff to support schoolwide initiatives and culture.

Operations and Logistics

1. Assist with inventory management of instruments, uniforms, and equipment.
2. Support fundraising efforts and program logistics in accordance with district procedures.
3. Assist with completion of required forms, permissions, and documentation as assigned.

Expectations

1. Maintain full classroom teaching responsibilities while fulfilling supplemental duties.
2. Attend required rehearsals, performances, and events as assigned.
3. Collaborate closely with the Band Director to ensure alignment and program success.
4. Uphold all district policies, school procedures, and professional standards.
5. Perform additional duties as assigned in support of the band program and student success.

Minimum Qualifications (Knowledge, Skills and Abilities Required)

1. Valid South Carolina teaching certification.
2. Minimum of three years of successful classroom teaching experience (preferred).
3. Demonstrated instructional expertise, particularly in literacy and/or core content areas.
4. Strong facilitation, communication, and organizational skills.
5. Ability to lead adult learning and build capacity among peers.

Physical Requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is regularly required to stand and reach with hands and arms; walk; sit; stoop or kneel; crouch or crawl.

Additional physical requirements include the following:

- Physically capable of frequently lifting or moving up to 40 pounds
- Specific vision requirements include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to focus
- Ability to sit and stand for extended periods of time
- Manual dexterity for the purpose of using a telephone and data entry
- Read a computer screen and printed material with or without vision aids
- Hear and understand speech at normal levels and on the telephone
- Speak in audible tones so that others may understand clearly in person and on the telephone

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Supplement Amount: \$2,750.00

This job description in no way states or implies that these are the only duties to be performed by this employee. The employee will be required to follow any other instructions and to perform any other related duties as assigned by the appropriate administrator or supervisor. Horry County Schools reserves the right to update, revise or change this job description and related duties at any time without prior notice.

